# EXAMINATION REPORT of UNITED LEGAL BENEFITS OF VIRGINIA, INC. Lutherville, Maryland as of December 31, 2007

COMMONWEALTH OF VIRGINIA

ALFRED W. GROSS COMMISSIONER OF INSURANCE STATE CORPORATION COMMISSION BUREAU OF INSURANCE

P.O. BOX 1157 RICHMOND, VIRGINIA 23218 TELEPHONE: (804) 371-9741 TDD/VOICE: (804) 371-9206 http://www.scc.virginia.gov/division/boi

I, Alfred W. Gross, Commissioner of Insurance of the Commonwealth of Virginia, do hereby certify that the annexed copy of the Examination Report of United Legal Benefits of Virginia, Inc. as of December 31, 2007, is a true copy of the original report on file with this Bureau.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed to the original the seal of the Bureau at the City of Richmond, Virginia this 21<sup>st</sup> day of January, 2009

Alfred W. Gross

Commissioner of Insurance

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Honorable Alfred W. Gross Commissioner of Insurance Richmond, Virginia

Dear Sir:

Pursuant to your instructions and by authority of Section 38.2-1317 of the Code of Virginia, an examination of the affairs and financial condition of

## UNITED LEGAL BENEFITS OF VIRGINIA, INC.

Lutherville, Maryland

hereinafter referred to as the Corporation, has been completed. The report thereon is submitted for your consideration.

#### **DESCRIPTION**

The Corporation was licensed in Virginia as a legal services plan pursuant to Chapter 44 of Title 38.2 of the Code of Virginia on June 1, 2001. The Corporation was last examined by representatives from the State Corporation Commission's Bureau of Insurance (the "Bureau") as of December 31, 2004. This examination covers the period from January 1, 2005 through December 31, 2007.

#### **HISTORY**

The Corporation was incorporated in the Commonwealth of Virginia on September 28, 1999. According to its Articles of Incorporation, the purpose for which the Corporation is organized is to perform all acts necessary in connection with the operation of a prepaid legal services business and transact any or all lawful business.

#### **MANAGEMENT AND CONTROL**

The bylaws of the Corporation provide that the management of the Corporation shall be vested in a Board of Directors ("Board") of at least three, but no more than eleven directors elected annually by the stockholders for a one-year term, or until a successor is elected and qualified. The Board shall choose a President, a Secretary and a Treasurer who shall serve as the executive officers of the Corporation. Additionally, the Board may elect a Chairman of the Board, one or more Vice Presidents, assistant officers and subordinate officers as it deems necessary. A person may hold more than one office, except for the offices of the President and the Vice President of the Corporation.

At December 31, 2007, the Board and officers were as follows:

<u>Directors</u> <u>Business Affiliations</u>

William F. Bridgeforth President

Royal Crown Cola Bottling Company

Winchester, Virginia

B. Douglas Goodell President/Treasurer

United Legal Benefits of Virginia, Inc.

Lutherville, Maryland

John A. Karanik Retired

Glen Falls, Virginia

Russell A. May Director

United Legal Benefits, LLC

Lutherville, Maryland

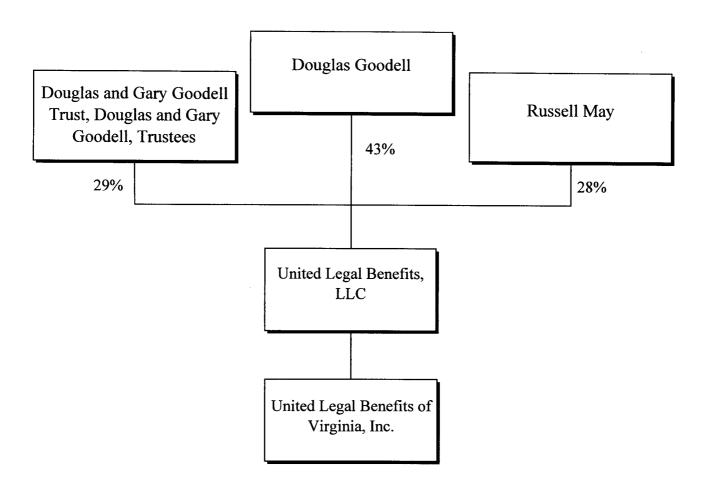
**Officers** 

B. Douglas Goodell President/Treasurer

Russell A. May Secretary

## **RELATED PARTIES**

According to its Articles of Incorporation, the Corporation has the authority to issue 5,000 shares of common stock with a par value of \$1 per share. At December 31, 2007, there were 100 issued and outstanding shares, which were owned by United Legal Benefits, LLC ("United"). The following chart illustrates the relationship between the Corporation and its parent and affiliates:



## TRANSACTIONS WITH AFFILIATES

## Administrative Services Agreement

Effective January 14, 2004, the Corporation entered into an administrative services agreement with United to provide various services including, but not limited to, management, administration, claims, operations, accounting and personnel. The term of the agreement shall be continuous, and shall remain in force unless written notice of intent to cancel is given no later than 120 days prior to the effective date of such termination. In return for providing the services, the Corporation shall pay United no more than 40% of monthly revenues. Total administrative service fees paid to United for calendar year 2007 were \$14,550.

#### **TERRITORY AND PLAN OF OPERATION**

The Corporation is licensed to transact business in the entire Commonwealth of Virginia. Participation is offered to individuals, employees of a participating employer, or members of a participating group. Current efforts are directed at group sales in order to increase subscribers and contain production costs. In most instances, premiums are collected monthly through payroll deduction for the employee/employer groups. Other payment options include monthly, quarterly and annual advance premium remittances by the subscriber.

Each participating attorney/law firm receives 40% of the monthly premium for each subscriber who has selected that attorney/law firm as their plan legal service provider. As of December 31, 2007, the Corporation had retainer agreements in effect with 3 attorney/law firms and had enrolled 185 subscribers. Services provided under the contract include, but are not limited to, the following:

General Consultation Advice
Traffic Violations
Civil Actions
Family Law
Uncontested Divorces
Misdemeanor Criminal Violations
Civil Administration Proceedings

Defense of Juveniles
Landlord-Tenant Matters
Real Estate Transactions
Preparation of Wills
Credit Protection
Consumer/Seller Issues
Preventive Law

Covered Services are limited to those of an attorney and exclude costs incidental to legal matters such as court fees, fees for service of summons, fines, penalties or damages. Other exclusions include expenses incurred by the attorney such as: travel expenses and long distance telephone calls.

COMMONWEALTH OF VIRGINIA STATE CORPORATION COMMISSION BUREAU OF INSURANCE

#### **CONFLICT OF INTEREST**

The Corporation has adopted a conflict of interest policy. The objective of this policy is to ensure that each director, officer, and employee faithfully serves the Corporation and refrains from doing anything which is adverse or prejudicial to the Corporation's interest. To ensure compliance with the policy, the Corporation has established procedures which require directors, officers and members of a committee with Board delegated powers to sign a conflict of interest disclosure form annually.

#### FIDELITY BOND AND OTHER INSURANCE

The Corporation had fidelity bond coverage in effect at December 31, 2007, with a \$15,000 limit of liability subject to a \$0 deductible. Additionally, the Corporation had comprehensive business liability, workers' compensation and property coverage in force at December 31, 2007.

## **GROWTH OF THE CORPORATION**

The following data represents the growth of the Corporation, at year-end, from its inception in 2001 to December 31, 2007. The data is compiled from the Corporation's filed Annual Statements, previous examination reports, and the current examination report.

	Total		Capital
	Admitted	Total	and
<u>Year</u>	<u>Assets</u>	<u>Liabilities</u>	<u>Surplus</u>
2001	\$34,175	\$932	\$33,243
2002	35,416	0	35,416
2003	36,439	0	36,439
2004	36,365	1,601	34,764
2005	38,106	1,555	36,551
2006	38,721	954	37,767
2007	38,942	1,849	37,093
	-		

Year	Total <u>Revenue</u>	Net Investment <u>Gain</u>	Legal Expenses	Administrative <u>Expenses</u>	Pre-Tax Income (Loss)
2001	\$10,590	\$230	\$3,449	\$6,499	\$872
2002	23,817	239	9,861	15,825	(1,630)
2003	29,015	120	11,588	16,524	1,023
2004	30,233	179	11,956	20,001	(1,545)
2005	26,361	159	10,090	15,698	732
2006	31,890	180	11,245	19,609	1,216
2007	33,343	106	13,790	20,333	(674)

The Corporation's enrollment data at year-end is illustrated as follows:

	Number of
<u>Year</u>	Members
2001	106
2002	137
2003	167
2004	170
2005	142
2006	175
2007	185

#### **CAPITAL AND SURPLUS**

At December 31, 2007, the Corporation's capital and surplus, as restated by the Examiners subsequent to the examination was \$37,093. Capital and surplus is comprised of common capital stock, gross paid in and contributed surplus and unassigned funds. The Corporation had 100 shares of \$1 par value common stock issued and outstanding, with gross paid in and contributed surplus of \$50,400 and unassigned funds of (\$13,407). The Bureau requires the Corporation to maintain capital and surplus of at least \$35,000.

#### **SCOPE**

This is a full scope financial condition examination initiated and conducted under the provisions of Article 4, Chapter 13 of Title 38.2 of the Code of Virginia. The examination covers the period from January 1, 2005 through December 31, 2007. Assets were verified and liabilities were established at December 31, 2007. A review of income and disbursements for the period was made to the extent deemed necessary.

The items comprising the Balance Sheet had a medium or low risk assessment as determined from the <u>National Association of Insurance Commissioners Examiners Handbook</u>. Analytical review procedures were applied for non-material items.

In addition, the following items were reviewed, several of which are discussed separately under their respective captions in this report.

History
Management and Control
Related Parties
Transactions with Affiliates
Territory and Plan of Operation
Conflict of Interest
Fidelity Bond and Other Insurance
Growth of the Corporation
Capital and Surplus
Accounts and Records
Financial Statements

## **FINANCIAL STATEMENTS**

There follows a statement of financial condition of the Corporation at December 31, 2007, a statement of revenue and expenses for the year ended December 31, 2007, a reconciliation of capital and surplus for the period under review, a statement of cash flow for the year ending December 31, 2007 and a statement of Examiners' changes in capital and surplus at December 31, 2007. The financial statements are presented in accordance with Statutory Accounting Principles.

## **ASSETS**

	<u>Assets</u>	Nonadmitted Assets	Net Admitted <u>Assets</u>
Cash and short-term investments	\$38,467		\$38,467
Subtotals, cash and invested assets	\$38,467	\$0	\$38,467
Uncollected premiums and agents' balances in the course of collection	475	0	475
Total assets	\$38,942	\$0	\$38,942

## **LIABILITIES, CAPITAL AND SURPLUS**

Premiums received in advance	\$1,820
General expenses due or accrued	29
Total liabilities	\$1,849
Common capital stock	\$100
Gross paid in and contributed surplus	50,400
Unassigned funds (surplus)	(13,407)
Total capital and surplus	\$37,093
Total liabilities, capital and surplus	\$38,942

## STATEMENT OF REVENUE AND EXPENSES

Net premium income	\$33,343
Total revenues	\$33,343
Legal benefits	\$13,790
General administrative expenses	20,333
Total underwriting deductions	\$34,123
Net underwriting loss	(\$780)
Net investment income earned	\$106
Net investment gains	\$106
Net loss before federal income taxes	(\$674)
Federal income taxes incurred	0
Net loss	(\$674)

## **RECONCILIATION OF CAPITAL AND SURPLUS**

	<u>20</u>	<u>005</u>	<u>2006</u>	<u>2007</u>	
Capital and surplus prior reporting year	* _\$34,	,764	\$36,551	\$37,767	_
GAINS AND LOSSES TO CAPITAL AND SURPLUS					
Adjustments from previous examination changes	1,	,055			
Net income or (loss)		732	1,216	(674)	<u>)</u>
Net change in capital and surplus	\$1,	,787	\$1,216	(\$674)	<u>)</u>
Capital and surplus end of reporting year	\$36,	,551	\$37,767	7 \$37,093	_

<sup>\*</sup> Adjusted Capital and Surplus from previous examination

# **CASH FLOW**

# **Cash from Operations**

Premiums collected net of reinsurance	\$36,098		
Net investment income	106		
Total	\$36,204		
Benefit and loss related payments	\$13,790		
Commissions, expenses paid and aggregate write-ins for deductions	20,305		
Total	\$34,095		
Net cash from operations	\$2,109		
RECONCILIATION OF CASH AND SHORT-TERM INVESTMENTS			
Net change in cash and short-term investments	\$2,109		
Cash and short-term investments:			
Beginning of the year	36,358		
End of the year	\$38,467		

## **EXAMINERS' CHANGES IN CAPITAL AND SURPLUS**

	Corporation	Examiners	Increase (Decrease)
Assets:			
Uncollected premiums and agents' balances in the course of collection	\$2,092	\$475	(\$1,617)
<u>Liabilities:</u>			
Premiums received in advance General expenses due and accrued	\$1,343 0	\$1,820 29	(\$477) (29)
Examiners' decrease in capital and surplus			(\$2,123)
Total capital and surplus per Corporation Total capital and surplus per Examiners			\$39,216 37,093
Net decrease in capital and surplus			(\$2,123)

## **RECOMMENDATIONS FOR CORRECTIVE ACTION**

#### Accounts and Records

## 1. <u>Uncollected premiums and agents' balances in the course or collection</u>

\$475

The above asset is \$1,617 less than the amount reported by the Corporation in its 2007 Annual Statement. The decrease is a result of:

- a. Excluding \$1,415 in January 2008 premiums that the Corporation included in this asset at December 31, 2007. The premium invoices for January 1, 2008 coverage were mailed in December 2007. However, the event giving rise to the Corporation's right to future economic benefit had not occurred at December 31, 2007; therefore, these premiums have been excluded by the Examiners.
- b. Excluding \$202 that could not be substantiated by the Corporation as a receivable and thus was deemed not to be an asset by the Examiners. SSAP No. 4 Assets and Nonadmitted Assets, states that an asset shall be defined as probable future economic benefits obtained or controlled by a particular entity as a result of past transactions or events.

It is recommended that only those premiums for which the coverage period has occurred as of the reporting date be reported as Uncollected premiums and agents balances in the course of collection by the Corporation in future filings to the Bureau. Additionally, the Corporation should only report those balances that it can substantiate as an asset in future filings to the Bureau.

#### 2. Premiums received in advance

\$1,820

The above liability is \$477 more than the amount reported by the Corporation in its 2007 annual statement. The increase is a result of the Examiner's review of premiums received in December 2007 for coverage during the period January 1, 2008 and after. It is recommended that the Corporation report all advance premiums as a liability in future statements filed with the Bureau.

## 3. General expenses due and accrued

\$29

The above liability is \$29 more than the amount reported by the Corporation in its 2007 Annual Statement. The increase is based on broker commissions paid in January 2008 that were earned during the fourth quarter 2007 but not accrued as a liability by the Corporation at year-end. It is recommended that the Corporation report all general expenses due but not yet paid at year-end as liabilities in future statements filed with the Bureau.

## **CONCLUSION**

The courteous cooperation extended by the Corporation's officers and employees during the course of the examination is gratefully acknowledged.

Respectfully submitted,

Cliff Lewis, CFE

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Senior Insurance Examiner



09 JAN 14 MI 9:43

January 12, 2009

Mr. David Smith, CPE, CPA, CPCU Chief Examiner Commonwealth of Virginia P.O. Box 1157 Richmond, Virginia 23218

Re: United Legal Benefits of Virginia, Inc.

Examination Report as of December 31, 2007

Dear Mr. Smith:

This is in response to your letter dated December 23, 2008.

Please find attached the company's responses to the recommendation for corrective action.

If you have any questions or require additional information, please let us know. Thank you.

Very truly yours,

B. Douglas Goodell

President

United Legal Benefits of Virginia, Inc.

BDG/pa

Enclosure

# United Legal Benefits of Virginia, Inc.

# Response to Recommendations for Corrective Action

#### Accounts and Records

- 1. The Corporation has modified its accounting practices (journal entries) to accurately report uncollected premiums as being only those premiums for which the covered period has occurred as of the reporting date.
- 2. The Corporation has modified its accounting practices (journal entries) to ensure that all premiums received in advance of their coverage date will be reported as a liability in future statements filed with the Bureau.
- 3. The Corporation has modifies its accounting practices (journal entries) to ensure that all general expenses due but not yet paid at year-end will be reported as liabilities.